



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE EVERGREEN FIRE PROTECTION DISTRICT NOVEMBER 10, 2015

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The regular meeting of the Board of Directors of the Evergreen Fire Protection District was held on November 10, 2015 at the Administration/Training Building, 1802 Bergen Parkway, Evergreen, Colorado.

**MEETING CALLED TO ORDER** Director Kling called the meeting to order at 5:31 pm.

**TIME OF REMEMBRANCE AND REFLECTION:** The pledge of allegiance was recited and a moment of silence was observed.

### **ATTENDANCE**

**DIRECTORS IN ATTENDANCE:** George Kling, David Christensen, Mike Gregory, John Anderson, Jeff deDisse

**ALSO IN ATTENDANCE:** Jessi Marlatt, Bill Cronk, Doug Saba, John Putt, Bob Walter, Frank Dearborn, Jay Griggs, Brendan Campbell, Mike Weege, Sylvia Zamperin.

**APPROVAL OF AGENDA:** Accepted as presented.

**PUBLIC COMMENT:** None

**PUBLIC HEARING:** Director Kling called the hearing to order at 5:32 pm for the purpose of public discussion of the draft budget for 2016. Director deDisse explained that the budget committee has met with each division head to discuss the budget and after due diligence they feel confident that the budget is acceptable. Director Christensen noted that some structural changes were made for where some items are located within the budget and that it has been noted that roof repairs at station 2 have been moved into this budget to allow them to be done if needed without requiring a budget amendment. Chief Weege thanked directors deDisse and Christensen for their assistance in helping find some things that were missed and places that could be narrowed down. We are anticipating Jefferson County property tax evaluations to be up 10.2% and Clear Creek County to be up 5.7%. An increase is good but this is a drop in the bucket compared to the cumulative 15% losses of the last five years and continuing increases in expenses. Some changes are the \$80,000 in state matching funds for the volunteer pension will be paid directly to the FPPA so it will not appear in our books anymore as a revenue/expense. Another change is that the JCECA monies in support of communications which are paid directly to the vendors will be tracked but will not appear in our books. The cell phone charges for the mobile data terminals will be partially reimbursed through the JCECA. There were \$16,500 in items that we pay and ask them to reimburse. Strategic capital expenses for 2016 will include roof replacement of station 2, replacement of the back-up server, a cistern installation at Bear Mountain, four prams if we are able to get a grant to offset the expense, toughbook computer replacements, bunker gear replacements, SCBA. Overtime expenses were separated out and are estimated for EMS to remain the same at 2015. Tech support and contractual allowances are being tracked differently. Election expenses are also included. Some items in the radio system previously under warranty are not on our budget for repairs. Chief Weege also explained to the board the need to begin Station 1 repairs or replacement at an estimated cost of \$3-4 million dollars and the merits of pursuing a mill levy versus cuts in service versus other options for the purpose of addressing station one, EMS revenue issues and changes in the way billing will be done in 2016 under the Affordable Care Act, and the cost of 911 dispatch consolidation if an IGA is reached. We do not have firm numbers on these items yet but he feels this is the direction that the district needs to explore in 2016. We will have to certify to the counties in May if we wish to participate in a Tabor election in November of 2016. We will not be able to contribute to strategic capital and apparatus savings in 2016 to offset the amount that we will need to spend on strategic expenses. Chief Weege would like to increase the districts contribution toward employee health insurance from \$550 to \$600 per month so that we are covering the cost of the employee only. This has not been increased to stay in-line with increased insurance costs over the last several years.

Director deDisse made a motion to close the public hearing; seconded by Director Christensen; motion carried. The public hearing was closed at 6:10 pm.

## **APPROVAL OF MINUTES:**

- October 13, 2015 Regular Meeting Minutes: Accepted as presented.
- November 3, 2015 Special Board Meeting Minutes: Accepted as presented.

## **PRESENTATIONS:**

- September 2015 Financial Report: Brendan Campbell noted in the 2016 budget draft the 2015 trends and anticipation of year ending accounts. Still anticipate receiving about \$600,000 in revenue during the remainder of the year. Some will be paid by the JCECA so we won't actually recognize it as revenue since it will be paid directly to the vendors. Specific Ownership tax of \$70,000 in revenue will be received. Total expenses shows that 25% of the budget expenses are still anticipated during the last quarter. The savings model has been to stay in front of expenses so that when needs arise they can be funded without needing to go to the voters each time. In the September Financial Report page 5 shows the outstanding balance has steadily increased due to the fact that EMS collections is not able to be made in pace with the cost of service. At the end of the year we will do a bad debt write off which is part of the budget. These receivables will never be collected in full. The percentage of EMS being self sustaining has continued to decline as revenue has declined. Bob Walter informed the board that the US Dept of Health and Human Services has stated by the end of 2018 90% of all EMS reimbursements will not come from insurance, Medicare, or Medicaid. Instead it will come from the Accountable Care Organization. Director deDisse made a motion to accept and place on file the September 2015 Financial Report; Director Christensen seconded; motion carried.

## **DIVISION REPORTS:**

### **Administration / HR / IT:**

- Director Christensen took a few moments to ask Brendan Campbell questions about financing a solar installation. Brendan clarified the positions of taking your own capital for the higher rate of return or to financing the project and getting a lower rate of return. He explained that cash has no real value but it has security which is a non quantifiable value. From a number analysis in a for-profit business that is a different question. Director Christensen commented that the original expectation was that we would be able to fund the project from strategic capital and be able to return it to the fund before it was needed but that is not a reasonable expectation based on other strategic needs. Brendan explained that if you were to try to do this as a bond you would also incur the fees of going to the market to procure the bonds. Effective rate is not interest rate.
- CEBT selected as health insurance provider. Open enrollment will be Nov. 17<sup>th</sup>.
- The annual banquet is Nov. 14<sup>th</sup> at the Memorial Park Barn.
- The Pathfinders at a Town Hall Meeting Oct. 20th recognized EFR, Jefferson County Sheriff's Office and the FBI.
- Chief will be attending the All Hazards Incident Management Team Conference in December funded through a grant by the Jefferson County Incident Management Team, and an L-381 Incident Leadership class at the Colorado Wildland Fire & Incident Management Academy in January 11-15 funded by a UASI grant.
- EFR is hosting an update meeting for the mountain departments on Dispatch Consolidation Wednesday, Nov. 11 at 1830.

### **Communications:**

- The second microwave power supply upgrade will happen this month at Buchanan Rec. Center.
- JCECA will cover the cost of retoning for the JeffCo Sheriff's office dispatch office so that they are able to take over for us when/ if we go down.
- Welcome Stacey Ballinger to part time in training. We will begin advertising for more part timers.
- Continuous quality improvement program compiling data on individual dispatchers processing time and looking at department response times to auto accidents for 2015.
- Training and emergency management with standardized response plans will be our next strategic initiative to build out. Working with Clear Creek County schools and sheriff's office on active shooter training. Diagram of the communications surge network – mutual aid system using the radio channels to hand off mass casualty to an unaffected communications center.

### **Fire Operations:**

- Calls on Interstate 70- Engineer first to station will take the truck and not wait for riders. A second truck will take others but the goal is to be getting the first truck on the highway faster.
- Academy Update- Had their first live fire training and did a great job. Director Christensen asked Chief Griggs if the training on site was more effective and Chief Griggs that they are able to get in more training evolutions in a day by not having to go to Denver and take trucks and people out of district. The academy will start running fire calls by November 23<sup>rd</sup> exterior only.
- Christmas Party Potluck and tree cutting December 5<sup>th</sup> at deDisse Ranch
- John Putt was able to get a State Patrol training on traffic management here on November 18<sup>th</sup> for a four hour training.
- A probe came to Chief Weege to complement the academy instructors for how great the information is and how much he appreciates their hard work on behalf of the academy.

**Fire Prevention:**

- Christmas with the Firefighters program December 12<sup>th</sup> for its 14<sup>th</sup> year.
- Fire and Life Safety Educators appreciation banquet. Doug was nominated for educator of the year and the prevention programs for program of the year.

**Emergency Medical Services:**

- EMS Community Task Force Nov 12<sup>th</sup> 6:00 pm. Directors Anderson and Christensen will attend.
- Seeking grants to fund cots, toughbooks, and EMR instruction for the academy.
- ABC360 and Executive Institute – 4 days of Medicare compliance and billing rules/laws. One presenter was a Federal Medicare Fraud Prosecutor – good news is because of the steps we have taken to become compliant we are less likely to be a target for an audit or at least less harsh because of the steps the medics and Sylvia made to process, billing practices and claims submittals.

**Maintenance Division:**

- SCBA bottles were hydro-tested and packs have been flow tested for 2015.
- Testing options for translucent type graphics to cover to glass in the patient area of our ambulances for additional privacy.
- The lobby desk has been removed from the admin building. The area will remain under construction while transition is made, approximately, two weeks. Eventually we will install a display cabinet in the lobby to display memorabilia.
- Backflow prevention testing completed.
- Contract Maintenance labor hours for October: 71.75 completed; 28 collected

**Safety / Community Education:**

- October school visits completed: 2600 kids and 16 school visits and tours.
- Working on additional cost savings through our safety program for 2016 for workers comp.
- Attended a symposium on marijuana management in relation to how it is controlled for safety of those processing the plants and our firefighters in the event of an incident. We have had two locations that we have had to go to and address electrical safety concerns. The fire load is a major concern to the state fire chiefs for pre-planning.
- Firefighter 2 class starts in November with final testing Dec. 12<sup>th</sup>.

**Strategic Planning Implementation:**

- Communications working on theirs with more to come.

**Regionalization Update:**

- The 911 Authority Board has said they will not commit any additional funding until the IGA is signed. Request two board members to review the IGA and begin the discussion about whether this is a direction that we want to continue to explore. Discussion felt that it should be brought to an executive session of the board for negotiation of the terms and additional language that we need added for our protection. Linda Glesne has been seeing the changes as they occur. Will schedule an executive session following committee review.

**Public News / Announcements:**

- Christmas with the Firefighters December 12th

**NOVEMBER BOARD MEETING TOPICS:**

Topic	Initiated	Scheduled/ Completed	Recommendations / Actions
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Energy Audit	April-14	Sept-15	Update on-going project
Revise Chiefs Review Process	Jun-15	Mar-16	
Budget Committee	Feb-15	Apr-16	Update quarterly with Financial report from Pinnacle
Financial Health	Nov-15	Apr-16	

Director Christensen discussed briefly the status of the energy audits and that an RFP may be needed to get more specific numbers for efficiency measures. Director deDisse requested Financial Health be added to the Board Topics. Director Kling requested Financial Health be added to the December agenda under new business.

**BOARD COMMITTEE REPORTS:**

Budget Committee: Director DeDisse and Director Christensen  
 Personnel Committee: Director Kling and Director Anderson  
 401a Pension Board: Director Gregory and Director Christensen  
 Construction Committee: Director Gregory and Director deDisse  
 911 Regionalization IGA Committee Review: Director Kling and Director Anderson

**UNFINISHED BUSINESS:**

- IGA – Establishing VHF Regional Maintenance Program: Section 3 Radio System joint maintenance was revised to include the group not just Clear Creek and changes to Section 4 so that the consortium is liable for service and parts purchases not just Clear Creek. Section 6 Term was also changes and incorporated elsewhere in the document. Director deDisse made a motion to approve the IGA; seconded by Director Kling; motion carried.
- Solar Update – between energy efficiencies and solar we would be able to offset our electrical expenses. No action tonight.

**NEW BUSINESS:** None

**BOARD MEMBER COMMENTS:**

Director Anderson: Thank you to all who participated in the preparation of the draft budget. It is one of the most important things that we undertake. In past years it was a little less taxing and not so thought provoking but it has come up with some great solutions to a difficult problem.

Director Kling: Ditto and appreciate how each division supports each other. Biggest recession of our lifetime and has pride that we have made it through this without anyone suffering a lack of service.

Director Christensen: Chief listed several things that have been done to cut costs and be as trim as the budget is, and thank you to the staff for have humored him with his questions since he joined the budget committee a year ago as it has given him a much better feel for the position of the district. It's a comfort to know that the staff and the volunteers are working to help the busget situation.

Director Gregory: At the airport last week and had on an EFR shirt and someone came up to him and said your volunteers rock, shook his hand and he is pleased by the reputation of the volunteers.

Director deDisse: A year ago we had measures put in place to save money, and apply fee schedules and he appreciates the efforts on all divisions to make these work for us and it shows that they have helped.

**MEETING ADJOURNED:** Director deDisse made a motion to adjourn the meeting; seconded by Director Gregory; motion carried. The meeting adjourned at 7:50 pm.

**NEXT MEETING DATES:**

401a Pension Board Meeting November 17, 2015 at 5:30 pm in Training Rooms A & B  
 Special Board Meeting Thursday, November 19, 2015 at 4:00 pm in District Board Room  
 Regular District Board Meeting Tuesday, December 8, 2015 at 5:30 pm in Training Rooms A & B

Respectively Submitted,  
 Carol Hucker  
 Recording Secretary